Basic LanSchool

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You will see a small LanSchool icon (that looks like a small green circle of circles) in the system tray. The system tray is located in the bottom right corner of your computer screen. More advanced features are available when you access the LanSchool Teacher console. The console can be accessed by "left clicking" on the LanSchool system tray icon.



1. Open up the LanSchool Console
   1. The console can be accessed by "left clicking" on the LanSchool system tray icon.
   2. This is the “Details View”. You can see the list of computers etc in the first screen, here you can sort by computer name, login name (their student IDs), and more.
   3. Most functions you will use will be accessed in the “Thumbnail mode”.
   4. Click on “View All”, to get into the Thumbnail mode.
   5. View Thumbnail Mode (Monitoring)
      1. Every student's screen will appear as a "thumbnail" in the LanSchool Teacher console. There are 4 sizes of thumbnails that can be sized automatically to the best fit. You can choose to only view selected students by clicking on the View All button then checking the View Selected option.
   6. The “View All” icon toggles you between the Thumbnail mode and the Details View.

These next functions are all in the Thumbnail mode

1. View and control a student’s screen – got to Thumbnail mode,
   1. To view: Double click the student’s window. Click on “Control” to stop viewing it.
   2. To control: Click one time on the student’s window, Then click on “Control”. You are now controlling his computer until you click on “Control” again.
2. Or, while “viewing” a student’s computer, click on the little black arrow on the control button, and choose “remote control”. You are now controlling his computer until you click on “Control” again. The bottom LanSchool Icon looks like a pc tower when you are controlling a student computer.
3. Implicit ALL Selection If no students are selected, there is an implied all selection when activating key features like Blank Screens or Show Teacher. For example, if no students are selected you can click the blank screens toolbar button and all of the student screens will be blanked.
4. Multiple Select: It is possible to select one, several or all students.
   1. To select multiple students, use the standard Windows ctrl click method. You can also select the entire list with the ctrl-a key sequence.
5. Unselect Students: To unselect students, click on a blank area of the console.
6. **Blank all student computers**: Click on the “Blank Screen” Icon. It blanks all student machines unless you chose certain students. Click the “Blank Screen” again to unblank the screens. The LanSchool icon shows a a computer with a line through it.
7.   Show teacher computer to all student computers. The LanSchool icon shows a teacher.
8. **Show student computer** to all student computers Click on the “Show Student” Icon. It blanks all student machines unless you chose certain students. Click the “Show Student” again to stop showing the screen.
9. Start a program or website on all student computers. Choose which students you want to run a program on (or don’t choose any for it to automatically select all). Click on the “Run” button.
   1. Here you can type a website in to have them all go there or
10. You can start up a program – this can be difficult because you can’t choose a link, you have to actually find the program’s “.exe” file. Tricky.
11. Turning on all computers in the lab:
    1. In the top menu, click on Administer>Power on student>Power on. Or you can choose certain computers then choose power on. By default they are all in blue, ready to power on. Do NOT click on “rebuild list” or “remove”.
12. Logging all students off and/or shutting down all computers
    1. Choose which computer or computers you want your actions to affect.
    2. Click on Administer, then choose and click your option: Shut down Student, Log Off Student, or Restart student